

**To:** Vega, Marelyn[Vega.Marelyn@epa.gov]  
**From:** DeMeo, Sharon M.  
**Sent:** Thur 4/17/2014 3:46:20 PM  
**Subject:** RE: Merrimack Station

Hi, I don't have the documents open but that does happen to me sometimes too. I usually try again right after and it works. AR1117 is CBI so we aren't releasing it. The AR should still list it though.

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Sharon DeMeo

US EPA – Region 1

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**From:** Vega, Marelyn  
**Sent:** Thursday, April 17, 2014 11:33 AM  
**To:** DeMeo, Sharon M.  
**Cc:** Ng, Jun  
**Subject:** RE: Merrimack Station

Do you guys have files AR 1130 thru 1137 open? It will not let me add metadata, it states another user has file open.

Sharon – AR1117 is missing.

**From:** DeMeo, Sharon M.  
**Sent:** Wednesday, April 16, 2014 1:41 PM  
**To:** Vega, Marelyn; Ng, Jun  
**Cc:** Houlihan, Damien; Mojica, Sandy  
**Subject:** Merrimack Station

Hi Marelyn,

Please add metadata to AR1114 through AR1133, which are in the ON ADMIN RECORD folder of the Merrimack Station Q:Groups and let Jun know when you are done. Thanks.

Jun,

Please add “Rich Marks” to the “Author” field for record # AR1083. Thanks.

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Sharon DeMeo

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